

SERC Meeting
December 9, 2003
10:00 am

Rudy Raynes began the meeting at 10:02 am, a quorum was present, for those in attendance see attached roster. The minutes of October 9, 2003 were reviewed. Mr. Raynes asked for corrections, deletions or additions. *Denny McGann moved to approve the minutes with corrections. Jim Riggs seconded. Motion passed.*

Old Business :

DOJ Grants -Mr. Sharp reported Secretary Tom Ridge visited West Virginia November 3, 2003 and held the Regional Response Team concept up as a model program. Mr. Sharp also stated he is laying the ground work to saturate the state with equipment and training opportunities and will advise the SERC on his progress as soon as additional information is available. Mr. Sharp also participated in Senator Rockefeller's conference on Homeland Security in Shepherdstown in November. Dr. Ramsey and Jan Care Ambulance also participated and provided Senator Rockefeller with additional input on West Virginia's progress. The tow vehicles for the regional response equipment has begun arriving and will be transfered to the appropriate teams and threat assessments have been completed with about a 75% response. EAI Corporation is our vendor now, replacing Safeware; 5.6 million dollars worth of equipment was ordered on Monday and as needs are identified additional equipment and training will be provided. Mr. Sharp also reported Laverne Stout will now be working for Herb Lattimore, Mr. Sharps focus on WMD/Terrorism/DOJ encompasses all of his time and effort.

HMEP Grants -2004 HMEP grants are progressing. Two additional requests for payments have been received and will be processed. LEPCs did not utilize all of the 2003 funds, additional allocations were given to Monongalia, Cabell/Wayne and Lewis/Uphsur LEPC. The remaining surplus will be used to offset Laverne's salary. Giles Watson made the motion to reallocate the remaining HMEP surplus to off-set salary. Denny McGann seconded. Motion passed.

SERC Grants- Two LEPC's, Barbour and Gilmer county received grants in December. 2004 Grant applications will be sent out to LEPCs in January 2004. Due to the recent events Mr. McGann suggested the SERC may want to temporarily consider suspending the operation of permitting LEPCs to apply for the past years grant funds until the situation has stabilized. The Board will discuss this option in more detail at a later time.

Plan Reviews- Paul Howard left a report he is reviewing preston and pendleton Counties and should have a report for the SERC at the next meeting.

LEPC Membership Approvals - None for this meeting

By-Laws - None for this meeting

Training Subcommittee - Mr. Cox stated he would be meeting shortly with RESA and WVU Fire Service Extension on budgets for the 2004 HMEP Grants.

Mr. Cox said historically training focused on BCI, ICS, limited Tech classes and a couple of safety officer courses, he feels it is important hospitals and EMS personnel attend training and training opportunities be expanded. However, concerns about attendance at classes and conferences were discussed. It is apparent, individuals selectively choose the classes they attend, even though they are receiving training credits to attend all classes. An effort will be made this year to prevent participants from "skipping" classes/conferences.

SERC Conference -Denny McGann stated we need to determine a budget for the SERC Conference and better detail expenditures to enhance SERC fiscal responsibility. There was discussion of whether give-aways are a necessary conference expenditure. With funding stagnant, LEPC's becoming more active and additional requests for HMEP funds it will be necessary to reinforce fiscal responsibility. Mr. McGann said several individuals at the Emergency Management Council Conference in October requested a EOC 101 course, duties and responsibilities of LEPCs and HazMat courses. He suggests we combine the Public Officials Conference and SERC Conference to promote County Commissions and City Officials understanding of the duties/roles of LEPCs, Emergency Management and 1st responders. Mr. McGann asked Jim Cox and Laverne to advise the conference committee. There was discussion concerning the length of the conference and the consensus is the conference will begin at 1:00 pm on Monday August 2 and conclude Wednesday at 12:00. Giles Watson said running the exercise utilizing 4 EOC's was a resounding success and with some fine tuning will be a model for other states.

New Business - Tony Murray with RSPA (Research and Special Programs Administration) of US DOT spoke on types of classes/courses available through US DOT. Mr. Murray's section is able to provide classes on Hazmat Safety, Plackard regulations and training requirements, Emergency Response Guidebooks, and the National Response Team. Mr. Murray also said the new 2004 ERG's will be available after February 2004. He has presented to the National Fire Academy, Volunteer Fire Stations, Workshops and seminars and would like to provide training opportunities to Fire Departments, Emergency Services and LEPCs in West Virginia. DOT also produces a CD rom which instructs individuals on the different subjects of 49 CFR; HazMat materials tables, shipping papers, marking labels, plackarding, packaging carrier requirements of highway, air, rail and water. They also offer a two day free seminar consisting of modes of transportation of hazardous materials; Federal Highway Motor Carrier, Federal Rail and Coast Guard. There was also discussion concerning the Department of Homeland Security's (DHS) efforts to remove plackards from transportation vehicles, US DOT is continuing to resist those efforts due to the effects it could potentially have on 1st responders. Mr. Zuspan suggested LEPCs voice their concerns to DHS and the effects removing the plackards could have on 1st responders. The Tier Two Web-based reporting system requirements were sent out for bids with a deadline of December 15, 2003. It is hoped the system will be available for the 2004 reporting year, however due to the delay in sending out bids the system may not be

ready until after the reporting year is finished. Ideally it will be possible to hold several workshops for industry on the new program next year.

Giles Watson questioned requiring facilities use the new web program especially the larger facilities who have systems which will cover all of EPA's requirements not just Tier Two. Laverne hopes facilities will eventually voluntarily use the program, but does not plan to require mandatory use of the program.

Laverne reported 18 people represented West Virginia at the recent US EPA conference in Norfolk, VA. However, only three were paid from funds provided by a FEMA grant, the SERC did not provide funds this year.

The Tier Two legislation seems to be progressing, and meetings with industry to explain the need to raise fees and how the fees will be utilized shortly. If the legislation passes, LEPCs should be able to increase their grant requests for the 2005 reporting year. Giles Watson and Larry Zuspan would like Laverne and Herb to meet with them next week to discuss the legislation. There was discussion on how much the fees would increase for facilities, Laverne said approximately 60% of facility fees will go up \$75.00 per year, another 20% of facility fees will go up between \$100-200 and the remaining 20% will go up to the maximum of \$400. It is projected to raise approximately 110,000-125,000 in additional funds.

Rudy Raynes also welcomed Jim Riggs back after his recent illness.

Denny McGann moved to adjourn, Giles Watson seconded, Motion passed. Meeting ended at 12:00 noon. **The next scheduled meeting will be February 10, 2004 at 10:00 am at the Kanawha/Putnam EPC office in South Charleston, WV.**

The SERC has scheduled meetings for next year for the convenience of participants:

April 13, 2004	10:00 am	State EOC
June 15, 2004	10:00 am	State EOC
August 3, 2004	4:00 pm	Embassy Suites, Charleston
October 12, 2004	10:00 am	State EOC
December 14, 2004	10:00 am	State EOC